

DOI Work Activity 04: Plan/Evaluate Programs to Inform Decisions on Managing Risk from Natural Hazards

Program Area:	Protect Communities
End Outcome Goal:	SEO 1 - Protect lives, resources and property
Intermediate Outcome Strategy:	SIO 1.3 - Provide information to assist communities in managing risks from natural hazards
DOI Sub process:	2a - Plan (prepare resource use & mgmt plans)

Examples/Notes:

Work Activity Description: Planning, developing, and reviewing science programs. Includes all costs associated with developing strategic and annual/operating program plans; conducting internal and external reviews of programs; assessing science and information needs and priorities; and coordinating crosscutting regional, national and international science planning efforts. This encompasses all work leading to completion of program plans, reviews and assessments. Some of these activities are done in collaboration with customers, stakeholders, and partners so that programs may be developed and implemented that are responsive to society's highest science priority needs and improve the effectiveness and impact of programs. Does not include DOI strategic planning or Bureau strategic planning which are included in DOI activity **Perform Planning (67)**.

Output: Plans and Evaluation Reports (e.g. program evaluations, performance reports, peer review, 5-year plans, PART, effects statements, capability statement, Customer Satisfaction Surveys)	Unit of Measure: Number of Plans and Evaluation reports
Inputs:	Cost Drivers:

System Interfaces:

DOI Program Area Contact: Charlene Hall Raphael (USGS)

DOI Work Activity 30: Prepare Land Use Plans

Program Area:	Protect Communities
End Outcome Goal:	SEO 1 – Protect Lives, Resources and Property
Intermediate Outcome Strategy:	SIO 1.2 - Improve Public Safety and Security and Protect Public Resources from Damage
DOI Sub process:	2a - Plan

Examples/Notes: The ROD for an EIS-level plan amendment or Decision Record (DR) on an EA-level land use plan amendment, is addressed under “Prepare Land Use Plan Amendment”

Work Activity Description: This activity includes all costs associated with the process set forth in law, regulation, and guidance to prepare new or revised land use plans. Includes:

- Preparation plan document
- All inventory and data collection costs
- Scoping Report/Planning Criteria
- Draft land use plan/draft environmental impact statement (DEIS) for new or revised land use plans and for management plans
- Proposed land use plan and final environmental impact statement (FEIS) for a new or revised land use plan
- Resolution of protests on a proposed land use plan/FEIS and preparation of a Record of Decision (ROD) for a new or revised land use plan.

Output: Completed ROD	Unit of Measure: Number of RODs completed. Report the number accomplished after the Notice of Availability for the ROD has been published in the Federal Register.
Inputs:	Cost Drivers:

System Interfaces:

DOI Program Area Contact:

DOI Work Activity 31: Prepare Land Use Plan Amendment

Program Area:	Protect Communities
End Outcome Goal:	SEO 1 - Protect Lives, Resources and Property
Intermediate Outcome Strategy:	SIO 1.2 - Improve Public Safety and Security and Protect Public Resources from Damage
DOI Sub process:	2a - Plan

Examples/Notes:

Work Activity Description: This activity includes all costs associated with the process set forth in law, regulation, and guidance to prepare a draft environmental impact statement (DEIS) for a land use plan amendment or EIS level planning analysis. Includes all costs associated with:

- Inventory, data collection or update,
- Resolving protests on a proposed land use plan amendment/FEIS, and preparing a Record of Decision (ROD) for an EIS-level land use plan amendment
- Completing an EA-level land use plan amendment or planning analysis.

Output: Completed ROD or Decision Record	Unit of Measure: Number of RODs or Decision Records completed. Report the number accomplished after the FEIS has been released, protests resolved, and an NOA for the ROD has been published in the Federal Register. For EA level amendments, report a unit of completion when the Decision Record has been signed.
Inputs:	Cost Drivers:

System Interfaces:

DOI Program Area Contact:

DOI Work Activity 36: Evaluate Land Use Plans

Program Area:	Protect Communities
End Outcome Goal:	SEO 1 - Protect Lives, Resources and Property
Intermediate Outcome Strategy:	SIO 1.2 - Improve Public Safety and Security and Protect Public Resources from Damage
DOI Sub process:	2a - Plan

Examples/Notes:

Work Activity Description: Activity includes all costs associated with the process set forth in law, regulation and guidance to evaluate land use plans to determine if land use plans are current and address new information and circumstances, court decisions, statutory requirements, current management strategies, and policy requirements. Include all costs associated with evaluating land use plans, including costs to determine if new decisions are needed, impact assessments are valid, mitigation measures are being implemented, new information is available which would affect plan decisions or analysis, or if program or policy requirements are adequately addressed in land use plans (e.g. comprehensive land health standards), updating data, monitoring, and additional inventory if necessary, etc.

Output: Completed evaluation	Unit of Measure: Number of land use plan evaluations completed. Report land use plan evaluations upon completion of the evaluation report documenting the findings.
Inputs:	Cost Drivers:

System Interfaces:

DOI Program Area Contact:

DOI Work Activity 37: Plan for Public Health/Safety and Property Protection

Program Area:	Protect Communities
End Outcome Goal:	SEO.1 - Protect lives, Resources and Property
Intermediate Outcome Strategy:	SIO.1.2 - Improve Public Safety and Security and Protect Public Resources from Damage
DOI Sub process:	2a - Plan

Examples/Notes:

Work Activity Description: This work activity includes activity plans (implementation plans) that meet the goal of reducing threats to public health, safety and property. These activity plans refine the broad program objectives stated in the land use plan (RMP or MFP), outline an implementation strategy for decisions made in the land use plan, and apply best management practices to meet land use objectives. This work activity applies to activity planning in the Hazardous Material, Abandoned Mine Land, Law Enforcement, and Fire programs. Examples include: Fire Management Activity Plans, Fire Mitigation Plans, Hazardous Waste Management Plans, etc. This work activity does not include costs for preparing hazardous fuels reduction plans fire rehabilitation plans.

This work activity includes all costs associated with the preparation of these activity plans: Staff time for preparation, collaboration (outreach, meetings, public meetings, etc.) with other entities and the public, consultation with tribes, NEPA analysis (including T&E consultation and review), coordination and cross-walking with other existing implementation plans, third party contracting, etc. It also includes costs associated with document preparation such as printing, collating, and distribution; training associated with preparing staff to complete these plans; research and data searches; and GIS associated activities.

This work activity includes the costs of preparing mitigation plans and/or participation in the development of wildland urban interface community fire management plans. Costs may include public meetings, collaboration, technical assistance, preparing contracts/agreements, preparing plans, and assisting in the development of implementation strategies.

If a land use plan amendment is required prior to approval of an activity plan, and the land use plan amendment and the activity plan are being prepared concurrently, the cost of the concurrent effort through the approval stage of the plan amendment should be charged to the land use plan amendment work activities. Following approval of the land use plan amendment, costs of finalizing the activity plan should be coded to this work activity. A unit of accomplishment should be reported for the plan amendment when it is approved, and an additional unit of accomplishment should be reported for the activity plan when it is approved.

Output: New or revised activity plan	Unit of Measure: Number(s) of new or revised activity plans completed during the fiscal year.
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	Report new or revised activity plans when the decision document for the plan is signed. Revisions include a modification of a significant portion of the decisions in the activity plan. Do not report minor amendments or changes in these plans, even though these costs may be charged to this work activity.
Inputs:	Cost Drivers:

System Interfaces:

DOI Program Area Contact:

DOI Work Activity 1V: Process and Manage Right-Of-Way (ROW) Decisions

Program Area:	Lands
End Outcome Goal:	SEO 1 - Protect lives, resources and property
Intermediate Outcome Strategy:	SIO 1.4 - Promote Respect for Private Property
DOI Sub process:	4a – Manage use of resources

Examples/Notes: Disclaimers issued for RS 2477 roads will also be counted as cases under ROWs

Work Activity Description: Includes all costs associated with the processing of rights-of-way (ROW) applications and other actions (renewals, assignments, amendments, terminations, cancellations, rejections, withdrawals, relinquished, etc.) which includes resource data collection (e.g., NEPA, Section 106 compliance, Section 7 consultations, GIS and other supporting efforts, etc.); adjudication, including land status checks; application evaluation; docketing; coordination with external groups or customers; determining, collecting and depositing rents and recovery of costs; and authorization work including management reviews.

This work activity does not include work associated with lands and realty compliance inspections.

Output: ROW applications authorized, amended, renewed, rejected	Unit of Measure: Number of cases processed for authorizing, amending, renewing or rejecting ROW applications. Do not measure assignments, relinquishments, terminations, cancellations or suspensions.
Inputs: Amendment of existing ROW authorization through request or by administrative determination	Cost Drivers: Policies, regulations, requests, catastrophic events, and condition assessments; public input, resolution of protests, appeals and contests, etc.

System Interfaces:

DOI Program Area Contact:

DOI Work Activity 2G: Conduct Realty And Geophysical Compliance Inspections

Program Area:	Lands
End Outcome Goal:	SEO 1 – Protect Lives, Resources and Property
Intermediate Outcome Strategy:	SIO 1.2 - Improve Public Safety and Security and Protect Public Resources from Damage
DOI Sub process:	4b - Conduct inspections

Examples/Notes: This activity applies only to BLM

Work Activity Description: Realty Compliance Inspections include: performing onsite inspections of various authorized land actions; document results of inspection (e.g. project is in compliance, project is not in compliance, projects needs authorization modified to accommodate existing development); management review/approval of compliance report and recommendations: issuance of notice of non-compliance, etc.

Includes all work associated with geophysical compliance inspections

Output: Realty Compliance Actions	Unit of Measure: Number of Realty Compliance Actions Measure number of compliance or monitoring inspections made for various realty cases, including rights of way, leases and permits, recreation & public purpose's, ANCSA 17(b) easements and other applicable cases.
Inputs:	Cost Drivers:

System Interfaces:

DOI Program Area Contact:

DOI Work Activity 2J: Process Trespass/Unauthorized Occupancy Cases

Program Area:	Lands
End Outcome Goal:	SEO 1 – Protect Lives, Resources and Property
Intermediate Outcome Strategy:	SIO 1.2 - Improve Public Safety and Security and Protect Public Resources from Damage
DOI Sub process:	4b - Conduct inspections

Examples/Notes:

Work Activity Description: Work Includes all actions taken to identify, investigate, process or resolve unauthorized or unlawful land and realty uses including: Resource data collection (e.g., NEPA, ESA Reports, section 106 compliance, section 7 consultations, GIS and other supporting efforts, etc.); survey work to determine property lines, etc. Include work even if case is not resolved during the reporting period. Use for all reclamation activities such as wildlife or cultural work necessary for closing an unauthorized or illegal operation where a claimant, operator or other responsible party can be identified. Include all work associated with cost recovery and determining Potential Responsible Parties (PRP) except when a CERCLA violation is confirmed or expected. This work activity does not include efforts on abandoned mine lands.

All work associated with processing lands and mineral trespass and occupancy cases and/or unlawful use. Land issues could include unauthorized residences, signs, power lines, left over buildings and/or construction materials or other unauthorized uses of DOI lands.

Includes all work associated with identifying, investigating, and processing timber or special forest products trespass including field reconnaissance, resource valuation, and restoration activities. Also includes actions designed to reduce the potential for timber or special forest products trespass, such as working with adjacent landowners to identify property lines and DOI property resources.

All work associated with processing fire trespass cases, such as investigation, obtaining background data, etc.

Includes all work associated with processing and resolving unauthorized grazing use. Include all field and office activities involving a specific case resolution, including livestock counts, recounts, settlement negotiations, meetings, reports, impoundments, shipping, redemption or sale, and litigation. Contracts/Interagency Agreements, equipment lease, purchase, rental, brand inspections, sale yard charges, and ranger support charges are appropriately charged here. Begin coding to this program element following completion of allotment compliance inspection.

Administrative and judicial litigation is captured under activity 72, "Process Litigation for Serving Communities."

Output: Cases Processed	Unit of Measure: Number of cases processed. Cases shall be processed in conformance with pertinent manuals, handbooks and other guidance.
Inputs: Report of unauthorized use, labor, materials, site cleanup and reclamation costs	Cost Drivers:

System Interfaces:

DOI Program Area Contact:

DOI Work Activity: 3E – Conduct Port Inspection Activities

Program Area:	Law Enforcement
End Outcome Goal:	SEO 1 – Protect Lives, Resources and Property
Intermediate Outcome Strategy:	SIO 1.2 - Improve Public Safety and Security and Protect Public Resources from Damage
DOI Sub process:	4b – Conduct inspections to ensure appropriate use

Examples/Notes: Inspection Activities – This activity is performed exclusively by U.S. Fish and Wildlife Inspectors.

Work Activity Description: The purpose of conducting these inspection activities is to produce compliance and information for internal and external stakeholders so that they can provide corrective or enforcement actions as necessary, and provide status information to decision makers. Inspection activities include:

- Permit inspection and verification
- License fee collections
- Document inspections
- Inspection of wildlife/animals
- Species identification
- Brand identification
- Site inspections
- Training
- Inspections (internal) centers/programs
- Policy compliance inspections
- Data entry/analysis

Output: Inspections conducted	Unit of Measure: Number of inspections conducted
Inputs: # of imports/exports # of policy requirements # of permits	Cost Drivers: Meeting state agreements and treaty requirements Violations of laws, policies, and regulations

System Interfaces:

DOI Program Area Contact: Kim Thorsen

DOI Work Activity 3F: Evaluate AML Remediation

Program Area:	Protect Communities
End Outcome Goal:	SEO 1 – Protect Lives, Resources and Property
Intermediate Outcome Strategy:	SIO.1.2 - Improve Public Safety and Security and Protect Public Resources from Damage
DOI Sub process:	4d - Conserve resources (perform resource treatments)

Examples/Notes:

Work Activity Description: Includes all actions related to on-site evaluation of Abandoned Mine Land (AML) problems before, during, and after remediation activities. Evaluation involves documentation of site-specific conditions of an AML problem site and assessment of sites to determine if remediation activities were effective.

Includes all support activities associated with site evaluation, including planning of site evaluation, information review, travel to sites, data collection, field measurements, and report preparation.

Output: number of sites evaluated	Unit of Measure: Number of sites evaluated
Inputs:	Cost Drivers:

System Interfaces:

DOI Program Area Contact: Kathryn O'Toole (OSM)

DOI Work Activity 3G: Process Hazmat Cost Avoidance/Recovery Cases

Program Area:	Protect Communities
End Outcome Goal:	SEO 1 – Protect Lives, Resources and Property
Intermediate Outcome Strategy:	SIO 1.2 - Improve Public Safety and Security and Protect Public Resources from Damage
DOI Sub process:	4b - Conduct inspections to ensure appropriate use

Examples/Notes:

Work Activity Description: All costs (labor and operations including equipment, travel, and contracts) associated with the planning, conducting, overseeing, and documenting the activities described below should be charged to this activity.

- Referring cost avoidance/cost recovery cases to the solicitor for cost recovery or enforcement.
- Preparing Scopes of Work (SOW) to be attached to agreements or orders under the Comprehensive Environmental Restoration, Compensation Liability Act (CERCLA).
- Coordinating and participating with the Solicitor during CERCLA or Oil Pollution Act (OPA) cost avoidance/cost recovery cases. Costs include all activities associated with discovery, including negotiations, meetings and travel, contractors and contract management.
- Preparing Damage claims and demand letters. Costs include all direct and indirect costs associated with these tasks.
- Non-law enforcement personnel coordinating and participating with law enforcement on a non-criminal cost recovery/cost avoidance case.
- Training associated with the above activities, including participation in the development of training and policy/guidance to improve processes described above.

Output: Cost avoidance/cost recovery cases.	Unit of Measure: Number of cost avoidance/cost recovery cases under CERCLA and number of NRDAR enforcement cases under CERCLA or OPA referred to the solicitor's office requesting official action. Number of non-criminal cost recovery or cost avoidance cases referred to law enforcement for resolution on illegal dumping incidences.
Inputs: Responsible party searches, FTE and operating expenses	Cost Drivers: Remediated and/or restored sites, regulation and policy

System Interfaces:

DOI Program Area Contact:

DOI Work Activity 3H: Ensure Safety Compliance in DOI Facilities/Public Lands

Program Area:	Protect Communities
End Outcome Goal:	SEO 1 – Protect Lives, Resources and Property
Intermediate Outcome Strategy:	SIO 1.2 - Improve Public Safety and Security and Protect Public Resources from Damage
DOI Sub process:	4b - Conduct inspections to ensure appropriate use

Examples/Notes: The work of this activity is associated with all natural, man made, and noncompliance situations that pose health, safety and/or environmental risk(s) or wildlife risk(s) to the public. Examples include cast away equipment, abandoned structures, unexploded ordnance, solid waste dumps, unstable slopes, potential rock slides, caves, all activities associated with risk assessments in the wildland urban interface, as well as environmental and occupational safety and health deficiencies at DOI facilities. This work activity does not include verifications/evaluations/assessments/inspections/studies of hazardous materials sites or hazardous substances releases. Includes safety compliance work in DOI permitted facilities.

Work Activity Description: Includes all costs (labor and operations including equipment, travel, materials, and contracts) associated with planning, conducting, overseeing, and documenting the following activities:

- Safety inspections after lease operations have been authorized to ensure that operations are conducted safely in accordance with regulations, lease terms, and operating orders, notices to lessees, and permit conditions of approval. Types of inspections include drilling and work over inspections, and operator training inspections and annual performance review for operators.
- Site verifications/assessments/evaluations of other hazards and risks on public lands including risk assessments within the wildland urban interface
- Environmental, health, and safety compliance audits at DOI facilities
- Creating and maintaining administrative/case record files, reports, and databases associated with site verifications/evaluations/assessments. Including collection, analysis, management and distribution of data.
- Notifications associated with site/facility assessments/evaluations.
- Training activities associated with the above activities, including participation in the development of training and policy/guidance to improve processes described above.
- Providing technical assistance in the evaluation of these hazards.

Output: safety inspections, assessments, verification and evaluation of hazards	Unit of Measure: Number of completed verifications, assessments, evaluation of other hazards and risk sites on DOI lands, environmental, health and safety compliance audits/inspections documented during the fiscal year on DOI facilities.
Inputs: includes Offshore facility, FTE and operating expenses	Cost Drivers: Number of DOI facilities, distance from shore, and components available, policy and regulations.

System Interfaces:

DOI Program Area Contact:

DOI Work Activity 6X: Mitigate Other Hazards

Program Area:	Serving Communities
End Outcome Goal:	SEO 1 – Protect Lives, Resources and Property
Intermediate Outcome Strategy:	SIO 1.2 - Improve Public Safety and Security and Protect Public Resources from Damage
DOI Sub process:	4d – Conserve resources

Examples/Notes: This work activity is associated with the mitigation of natural and man-made situations that pose health, safety and/or environmental risk(s) to the public. Examples include cast away equipment, abandoned structures, solid waste dumps, weakened dams, unexploded ordnance, unstable slopes, potential rock slides, and caves. This work activity does not include emergency response support related to hazardous substance releases nor clean-up actions associated with hazardous materials sites.

Work Activity Description: All costs (labor and operations including equipment, travel, materials and contracts) associated with the planning, conducting, overseeing and documenting of the activities described below should be charged to this work activity.

- Mitigation actions that have been identified in an assessment or evaluation, and documented in a ROD or memorandum located in a site case or administrative file.
- Notification activities associated with mitigation actions.
- Preparing closure reports and updating and maintaining administrative or case record files.
- Training activities associated with the above activities, including participation in the development of training and policy/guidance to improve processes described above.
- Law enforcement duties including patrol, enforcement, and/or investigative activities related to this work activity. This includes all labor and operational dollars to deter, detect, investigate or prosecute violations of rules, regulations or laws pertaining to this program element. This also includes work performed by law enforcement officers to protect volunteers, employees or government property associated with this program.

Output: Other Hazards or Risk Sites Mitigated	Unit of Measure: The number of other hazards or risk sites mitigated during the fiscal year. All units described in this work activity must be documented in writing and placed in appropriate case and administrative files before the unit can be counted.
Inputs: -	Cost Drivers: -

System Interfaces: None currently available.

DOI Program Area Contact: Nancy Dean (BLM)

DOI Work Activity 8Q: Prepare for Wildland Fires

Program Area:	Wildland Fire Management
End Outcome Goal:	SEO 1 – Protect Lives, Resources and Property
Intermediate Outcome Strategy:	SIO 1.1 - Improved Fire Management
DOI Sub process:	4d - Conserve resources (perform resource treatments)

Examples/Notes:

Work Activity Description: All work associated with preparing for wildland fires. Preparedness includes:

- All labor and operational costs of planned and predictable wildland fire management elements (except fuels reduction treatments, suppression, and rehabilitation)
- First eight (8) hours of regular time up to 40 hours per week of all employees coding their regular time to this activity that are assigned to wildland fire duties
- Recruiting, hiring and training personnel
- Purchase of and contracting for equipment, supplies, support, planning and coordination
- Policy development and oversight
- Interagency coordination and direction
- Funding of research projects by Universities and other scientific organizations, including administrative and support costs
- Detection devices
- Severity (escalated preparedness costs) required due to abnormally high or extreme fire danger, or fire seasons that start earlier than planned in the fire management plan or last longer than planned in the fire management plan.
- Costs associated with escalated preparedness (severity) that is required due to abnormally high or extreme fire danger, or fire seasons that start earlier than planned in the fire management plan or last longer than planned in the fire management plan.

Output: Fire Management Units	Unit of Measure: Number of fire management units at normal unit strength
Inputs:	Cost Drivers:

System Interfaces:

DOI Program Area Contact: Scott Dalzell (OS/OWFC)

DOI Work Activity 8R: Reduce Hazardous Fuels - Prescribed Fire (WUI)

Program Area:	Wildland Fire Management
End Outcome Goal:	SEO 1 – Protect Lives, Resources and Property
Intermediate Outcome Strategy:	SIO 1.1 - Improved Fire Management
DOI Sub process:	4d - Conserve resources (perform resource treatments)

Examples/Notes:

Work Activity Description: Treatments to reduce the buildup of hazardous fuels in the wildland urban interface to provide for firefighter and public safety and support land/resource management plan goals and objectives using prescribed fire. Where multiple treatments are necessary to meet fuel treatment objectives, such as mechanical treatment followed by prescribed fire, each treatment is counted individually and charged to the specific work activity.

Costs for this activity include:

- Salaries, benefits, travel and supplies for personnel directly involved in planning fuels management treatments within the WUI including: staff time for collaboration (outreach, community workshops, meetings, public meetings, etc.) with other entities and the public, consultation with tribes, risk assessments, NEPA and ESA analyses, mitigation planning, condition class assessments, identification of treatment needs, coordination and cross-walking with other existing implementation plans, compliance with state (e.g. smoke), burn plans, other federal, and local laws, third party contracting, etc.
- Salaries, benefits, travel and supplies for personnel directly involved in preparing and implementing fuels management treatments within the WUI including: on-the-ground manipulation of vegetation and soil, contracts, equipment, equipment rental, initial treatment effects monitoring, plot establishment, aircraft flight time, and initial construction of fuel breaks designed to protect the WUI
- Training in prescribed fire fuels treatment methods and techniques
- Costs associated with developing fuels treatment methods and techniques
- Costs associated with document preparation such as printing, collating, and distribution
- Training associated with preparing staff to complete plans, research and data searches and GIS associated activities

This activity does not include costs for cultural and historical surveys, T&E species surveys, and archeological surveys.

Output: Acres Treated	Unit of Measure: Number of acres treated by prescribed fire in the WUI
Inputs:	Cost Drivers:

System Interfaces:

DOI Program Area Contact: Scott Dalzell (OS/OWFC)

DOI Work Activity 8S: Reduce Fuels - Mechanical (WUI)

Program Area:	Wildland Fire Management
End Outcome Goal:	SEO 1 – Protect Lives, Resources and Property
Intermediate Outcome Strategy:	SIO 1.1 - Improved Fire Management
DOI Sub process:	4d - Conserve resources (perform resource treatments)

Examples/Notes:

Work Activity Description: Treatments to reduce the buildup of hazardous fuels in the wildland urban interface to provide for firefighter and public safety and support land/resource management plan goals and objectives using manual or mechanical methods. Mechanical treatments include hand or mechanical thinning, pruning, crushing, chopping, lop and scatter, piling, brush cutting, chipping, etc. to reduce wildland fuels hazards. Where multiple treatments are necessary to meet fuel treatment objectives, such as mechanical treatment followed by prescribed fire, each treatment is counted individually and charged to the specific work activity.

Costs for this activity include:

- Salaries, benefits, travel and supplies for personnel directly involved in planning fuels management treatments within the WUI including: staff time for collaboration (outreach, community workshops, meetings, public meetings, etc.) with other entities and the public, consultation with tribes, risk assessments, NEPA and ESA analyses, mitigation planning, condition class assessments, identification of treatment needs, coordination and cross-walking with other existing implementation plans, compliance with state, other federal, and local laws, third party contracting, etc.
- Salaries, benefits, travel and supplies for personnel directly involved in preparing and implementing fuels management treatments within the WUI including: on-the-ground manipulation of vegetation and soil, contracts, equipment, equipment rental, initial treatment effects monitoring, plot establishment, and aircraft flight time
- Training in fuels treatment methods and techniques
- Costs associated with developing fuels treatment methods and techniques
- Costs associated with document preparation such as printing, collating, and distribution,
- Training associated with preparing staff to complete plans, research and data searches and GIS associated activities

This activity does not include costs for cultural and historical surveys, T&E species surveys, and archeological surveys.

Output: Acres treated	Unit of Measure: Number of acres treated by mechanical or manual methods in the WUI
Inputs:	Cost Drivers:

System Interfaces:

DOI Program Area Contact: Scott Dalzell (OS/OWFC)

DOI Work Activity 8T: Suppress Wildland Fires in the WUI

Program Area:	Wildland Fire Management
End Outcome Goal:	SEO 1 – Protect Lives, Resources and Property
Intermediate Outcome Strategy:	SIO 1.1 - Improved Fire Management
DOI Sub process:	4d - Conserve resources (perform resource treatments)

Examples/Notes:

Work Activity Description: Responding to unwanted and unplanned wild fires in the wildland urban interface (WUI) with the intention of controlling them to avoid loss of life and property, natural resources, and social and economic values. Suppression responses are consistent with the direction outlined in approved fire management plans.

Labor and other costs associated with the suppression of unplanned and unwanted wildland fires include:

- Salaries and benefits of firefighting and support personnel (excluding the base 8 hours of regular time each day up to 40 hours per week for fire personnel and including base 8 for non-fire personnel who are working on a fire suppression operation)
- Aircraft operations, logistical and subsistence support costs for all employees assigned to the fire,
- Supplies and equipment (including replacement of lost or destroyed capitalized and expendable equipment covered by a board of survey action),
- Contracts for goods and services, rental of equipment and facilities, associated logistical support, and measures taken to correct damages resulting from actions taken to suppress the wildfire.
- Costs associated with investigation and review activities related to specific wildland fires
- Costs of returning suppression equipment to a serviceable condition.

Output: Acres burned by wildland fire	Unit of Measure: Number of acres burned by wildland fire
Inputs:	Cost Drivers:

System Interfaces:

DOI Program Area Contact: Scott Dalzell (OS/OWFC)

DOI Work Activity: 8U - Reduce Hazardous Fuels - Other (WUI)

Program Area:	Wildland Fire Management
End Outcome Goal:	SEO 1 – Protect Lives, Resources and Property
Intermediate Outcome Strategy:	SIO 1.1 - Improved Fire Management
DOI Sub process:	4d - Conserve resources (perform resource treatments)

Examples/Notes:

Work Activity Description: Other fuels reduction treatments (WUI) are specific fuels treatments undertaken using chemical or biological agents with the defined objective of mitigating the risk to a community for wildland fire on federal lands. Each project is undertaken within the guidance outlined in a project specific plan compliant with all applicable Federal, Tribal, State, and local law. Where multiple treatments are necessary to meet fuel treatment objectives, each treatment is counted individually and charged to the specific work activity.

Costs for this activity include:

- Salaries, benefits, travel and supplies for personnel directly involved in planning fuels management treatments within the WUI including: staff time for collaboration (outreach, community workshops, meetings, public meetings, etc.) with other entities and the public, consultation with tribes, risk assessments, NEPA and ESA analyses, mitigation planning, condition class assessments, identification of treatment needs, coordination and cross-walking with other existing implementation plans, chemical prescriptions, compliance with state, other federal, and local laws, third party contracting, etc.
- Salaries, benefits, travel and supplies for personnel directly involved in preparing and implementing fuels management treatments within the WUI including: on-the-ground manipulation of vegetation and soil, contracts, equipment, equipment rental, initial treatment effects monitoring, plot establishment, and aircraft flight time
- Training in fuels treatment methods and techniques
- Costs associated with developing fuels treatment methods and techniques
- Costs associated with document preparation such as printing, collating, and distribution,
- Training associated with preparing staff to complete plans, research and data searches and GIS associated activities

This activity does not include costs for cultural and historical surveys, T&E species surveys, and archeological surveys

Output: Acres Treated	Unit of Measure: Number Of Acres Treated
Inputs:	Cost Drivers:

System Interfaces:

DOI Program Area Contact: Scott Dalzell (OS/OWFC)

DOI Work Activity 8V: Remediate Abandoned Mine Land (AML) and Physical Safety Hazards

Program Area:	Protect Communities
End Outcome Goal:	SEO 1 – Protect Lives, Resources and Property
Intermediate Outcome Strategy:	SIO 1.2 - Improve Public Safety and Security and Protect Public Resources from Damage
DOI Sub process:	4d - Conserve resources (perform resource treatments)

Examples/Notes: For OSM: Programs that address policy, review, distribution and monitoring of grants to States/Tribes; Federal high-priority project work; Federal emergency work or monitoring; grant funding for States/Tribes for activities related to high priority and emergency projects.

Work Activity Description: This work activity captures the costs for mitigation of natural and man-made situations that pose health, safety and/or environmental risk or hazard to the public. This work activity does not include emergency response or support-related to hazardous substances releases or clean-up actions associated with hazardous materials sites.

This work activity includes all costs (labor and operations including equipment, travel, materials and contracts) associated with planning, conducting, overseeing and documenting the activities and programs described below:

- Mitigation/remediation of physical safety hazards at AML sites such as cast-away equipment, abandoned structures, solid waste dumps, weakened dams, unexploded ordnance, unstable slopes, potential rock slides, mining entrances and caves;
- Direct mitigation and remediation actions at sites where a death or injury has occurred;
- Performance of mitigation/remediation actions that have been identified in an assessment or evaluation and documented in a ROD or memorandum located in a site case or administrative file;
- Notification activities associated with mitigation actions or programs designed to mitigate or remediate environmental hazards;
- Preparing closure reports and updating/maintaining administrative or case record files; and
- Application review and selection, allocation, distribution tracking and evaluation of grants and programs to enhance responsible use management practices and/or to ensure adequate mitigation/remediation of health, safety and environmental hazards caused by past mining practices.

Mitigation/remediation may be accomplished directly through mechanical means or through administrative closure orders, posting warning signs, fencing or other institutional controls designed to warn against dangers or guard against hazards.

Output: Sites where high priority or emergency mitigation or remediation actions have been completed..	Unit of Measure: Number of sites where mitigation or remediation actions have been completed.
Inputs: Labor, contracts and agreements; equipment and materials; transportation; quality control and assurance; and land owner, stakeholder or land manager requests.	Cost Drivers: Acres to be restored; complexity of restoration; cost of inputs location

System Interfaces:

DOI Program Area Contact: Kathryn O'Toole (OSM)

DOI Work Activity 8W: Mitigate Hazmat Risk Sites

Program Area:	Protect Communities
End Outcome Goal:	SEO 1 – Protect Lives, Resources and Property
Intermediate Outcome Strategy:	SIO 1.2 - Improve Public Safety and Security and Protect Public Resources from Damage
DOI Sub process:	4d - Conserve resources (perform resource treatments)

Examples/Notes: This work activity is associated with emergency response support related to hazardous substance releases, clean-up actions associated with hazardous materials sites, clean-up actions associated with the release of petroleum not associated with currently operating oil fields. Restoration actions taken to restore natural resources damaged by hazardous substance releases are captured under DOI activities 7F through 7K pertaining to restoration treatments.

Work Activity Description: This work activity includes all costs (labor and operations including equipment, travel, materials and contracts) associated with the planning, conducting, overseeing and documenting of the activities described below:

- Emergency response support actions, requested by a designated lead agency, in response to a hazardous substance release;
- Clean-up actions (removal, remedial, and corrective measures);
- Corrective measures taken in response to an order under RCRA 7003 and cleanup actions taken for Underground Storage Tanks under RCRA.;
- Cleanup actions taken under the Oil Pollution Act (OPA) for petroleum releases that are not a result of currently operating oil fields;
- Community relations activities associated with emergency response support and clean-up actions described above;
- Preparing closure/final reports.
- Updating and maintaining administrative record and case files.
- Training activities associated with the above activities, including participation in the development of training and policy/guidance to improve processes described above.

Output: Completed emergency response actions.	Unit of Measure: Units counted are the number of completed emergency support and clean-up actions at hazardous materials sites. There may be more than one unit per site.
Inputs:	Cost Drivers:

System Interfaces:

DOI Program Area Contact:

DOI Work Activity 9M: Process Land Withdrawal Actions

Program Area:	Lands
End Outcome Goal:	SEO 1 – Protect Lives, Resources and Property
Intermediate Outcome Strategy:	SIO 1.4 - Promote Respect for Private Property
DOI Sub process:	4e - Acquire or convey interests in land or water

Examples/Notes:

Work Activity Description: This work activity includes all work associated with processing withdrawal actions, including authorizing new withdrawals and reviewing, vacating, modifying, revoking, terminating, etc., existing withdrawals.

Costs coded to this work activity include: Resource data collection; (e.g., NEPA, environmental site assessment (ESA) reports consistent with American Society for Testing and Materials (ASTM) standards, Section 106 compliance, Section 7 consultation, GIS and other supporting efforts, etc.); land status checks, application evaluation, docketing, etc.; Coordination with Federal agencies either holding or seeking withdrawals; Obtaining appropriate management/congressional approvals; Coordination with external groups or customers; etc. Includes work associated with withdrawals enacted by Congress.

This work activity also includes all work related to FERC hydropower licensing and re-licensing to improve protective measures for resource values on the public lands. Work related to processing hydropower right-of-way authorizations on the public lands is not included in this work activity.

Output: Acres	Unit of Measure: Number of acres withdrawn, completed, revoked, modified, vacated, terminated, etc.
Inputs:	Cost Drivers:

System Interfaces:

DOI Program Area Contact:

DOI Work Activity 9R: Approve Cadastral Surveys

Program Area:	Lands
End Outcome Goal:	SEO 1 – Protect Lives, Resources and Property
Intermediate Outcome Strategy:	SIO 1.4 - Promote Respect for Private Property
DOI Sub process:	4e - Acquire or convey interests in land or water

Examples/Notes:

Work Activity Description: This activity includes all costs from draft field notes and plat completion through examination, acceptance and official filling, supplemental plats, amended protraction diagrams, mineral surveys, re-monumentation and water rights office review.

Output: Surveyed miles approved	Unit of Measure: Number of Cadastral Survey Miles Approved
Inputs:	Cost Drivers:

System Interfaces:

DOI Program Area Contact:

DOI Work Activity 9V: Process Land Disposals

Program Area:	Lands
End Outcome Goal:	SEO 1 – Protect Lives, Resources and Property
Intermediate Outcome Strategy:	SIO 1.4 - Promote Respect for Private Property
DOI Sub process:	4e - Acquire or convey interests in land or water

Examples/Notes:

Work Activity Description: Includes all costs associated with Resource data collection; (e.g., NEPA, mineral reports, Section 106 compliance, Section 7 consultation, environmental site assessments (ESA) reports consistent with American Society for Testing and Materials (ASTM) standards; local community considerations (planning); appraisals and appraisal reviews; collection and receipt of payments, etc.); land status checks, preparation and issuance of patent and other conveyance documents, records notation, land classification preparation and publication, and other public notice documentation, protests and appeals, rejection of applications, etc.

This work activity does not include work associated with lands and realty compliance inspections.

Output: Acres disposed.	Unit of Measure: Number of acres disposed through land sales/exchanges, Recreation and Public Purpose patents and leases; desert land and other agricultural entries, color of title patents, State in-lieu selections, airport transfers, legislative disposals, disclaimers of interest (note disclaimers issued for RS 2477 roads will also be counted as cases under rights of way,) Alaska Native Corporation conveyances, Alaska State conveyances, Alaska Native Allotment Conveyances, and other Tribal and other Federal Agency conveyances, etc. Exchange acres acquired are counted under “Process Land Acquisitions”.
Inputs:	Cost Drivers: Policies, regulations, requests, site specific issues (e.g., hazmat, cultural clearances required, level of public input, contracting costs, resolution of protests, appeals, contests, etc.

System Interfaces:

DOI Program Area Contact:

DOI Work Activity J1: Assess Risk To Public From Natural And Man Made Hazards

Program Area:	Protect Communities
End Outcome Goal:	SEO 1 – Protect Lives, Resources and Property
Intermediate Outcome Strategy:	SIO 1.2 - Improve Public Safety and Security and Protect Public Resources from Damage
DOI Sub process:	1a - Collect data (conduct inventories, surveys, monitoring)

Examples/Notes:

Work Activity Description: This activity is associated with known or suspected hazardous materials sites located on or affecting DOI administered lands or for environmental sites assessments associated with realty actions, and releases of petroleum that are not associated with currently operating oil fields. Examples of units that can be counted are: verification of whether an illegal dumped drum suspected to be hazmat is on DOI managed lands and is actually a hazardous material, preliminary assessments and site inspections, an engineering evaluation/cost analysis (EE/CA).

All costs (labor and operations including equipment, travel, materials and contracts) associated with planning, conducting, overseeing and documenting the work described below should be charged to this activity.

- Site verifications/evaluations/assessments/inspections of known or suspected hazardous materials sites.
- Preliminary analysis/initial assessments/environmental site assessments (ESA) completed.
- Facility assessments/corrective measures studies performed under section 7003 of the resource conservation and recovery act (RCRA) and assessments/corrective measures studies for underground storage tanks under RCRA.
- Community relations actions associated with the above activities including the development of community relations plans.
- Creating and maintaining case/administrative record files for known or suspected hazardous materials sites.
- Training, including participating in developing training and policy/guidance to improve the work activities described above.

Output: Assessments/evaluations/inspections/verifications.	Unit of Measure: Units counted are the number of completed site verifications/evaluations/assessments/inspections; preliminary analysis/initial assessments/environmental site assessments; and facility assessment/corrective measures studies. There may be more than one unit per site per fiscal year. For example, in the same fiscal year a site verification and removal site evaluation were completed and documented in a site case file for the same site. In this example, 2 units should be counted in this activity for the fiscal year that these actions were documented in the case file
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	All units described in this program element must be documented in writing and placed in appropriate case and administrative files before the unit can be counted.
Inputs: Requests for natural and man made hazard assessments; FTE and operating expenses; AMLIS.	Cost Drivers: Congressional authorization; policy and regulations; specific request or need for new, expanded or revised assessments; injuries; inventory; Schedule; and Tort claims.

System Interfaces:

DOI Program Area Contact:

DOI Work Activity J3: Assess Hazmat Sites

Program Area:	Protect Communities
End Outcome Goal:	SEO 1 – Protect Lives, Resources and Property
Intermediate Outcome Strategy:	SIO 1.2 - Improve Public Safety and Security and Protect Public Resources from Damage
DOI Sub process:	1a - Collect data (conduct inventories, surveys, monitoring)

Examples/Notes: This work activity is associated with monitoring and maintenance activities related to hazardous materials sites. Examples of monitoring activities that can be included are quarterly groundwater sampling and analysis after a landfill or repository cover or cap is installed at a site, monitoring of water from a water treatment system installed as a remedy for contaminated surface or ground water at a site. Examples of long-term maintenance that can be included are reseeded on a landfill or repository cover, replacing carbon filters or biological media in water treatment systems. Restoration/recovery actions associated with Natural Resources Damage Assessment and Restoration (NRDAR) sites are captured under DOI activities 7F through 7K pertaining to restoration treatments.

Work Activity Description: All costs (labor and operations including equipment, travel, materials and contracts) associated with planning, conducting, overseeing and documenting the work described below should be charged to this activity.

- Monitoring hazardous materials and oil spill sites to ensure human health and safety, and protection of the environment, or to comply with regulatory requirements or orders. This does not include sampling and analysis conducted as part of a verification/assessment/inspection of a hazardous materials site.
- Long term maintenance of a hazardous materials site where a response action or remediation has been completed.
- Training, including participating in developing training and policy/guidance to improve work activities described above.

Output: Sites Assessed	Unit of Measure: Number Of Sites Assessed.
Inputs: FTE and operating expenses	Cost Drivers: Policies and regulations; enforcement orders

System Interfaces:

DOI Program Area Contact:

DOI Work Activity J5: Provide Cadastral Field Miles Surveys

Program Area:	Lands
End Outcome Goal:	SEO 1 – Protect Lives, Resources and Property
Intermediate Outcome Strategy:	SIO 1.4 - Promote Respect for Private Property
DOI Sub process:	1a - Collect data (conduct inventories, surveys, monitoring)

Examples/Notes:

Work Activity Description: This activity includes all survey costs up to and including the point that the draft field notes and plat are completed, including client consulting, special instruction preparations, and records research. Includes all costs associated with administrative surveys with output of miles.

Output: Completed Cadastral Survey	Unit of Measure: Number Of Cadastral Surveys Completed
Inputs: (a) Number of miles for which cadastral survey is required in order to protect of lives and property on lands for which DOI has responsibility.(b) Labor, materials, and transportation and travel costs.	Cost Drivers: Minimize costs of litigation resulting from boundary disputes, and minimize loss of income related to land use and land lease issues.

System Interfaces:

DOI Program Area Contact:

DOI Work Activity J6: Collect/Update Digital Cadastral Data

Program Area:	Lands, and Indian Trust Fulfillment
End Outcome Goal:	SEO 1 – Protect Lives, Resources and Property
Intermediate Outcome Strategy:	SIO 1.4 - Promote Respect for Private Property
DOI Sub process:	1a – Collect data

Examples/Notes:

Work Activity Description for Collection and Update: Initial abstraction, coordinate collection, attribution, integration with other data sources, and updates to the cadastral survey data defined as the Geographic Coordinate Data Base (GCDB). This includes the collection of additional control information, the use of data from other organizations, and building/maintaining geographic information system databases.

Work Activities Common to the Collection and Update of Townships: All costs associated with abstracting data from manual records, analyzing and selecting records, processing data, establishing partnerships, contract collection/update, contract inspections, submittal for posting on the Internet, travel for GCDB and Cadastral Technical Advisory Committee (CTAC) meetings, consultation associated with Indian Trust lands: Trust programs on Indian lands (cadastral survey and minerals on Trust lands), assessing the impacts of public land activities on Indian Trust lands, and the analysis of the impact of public land activities on off-reservation treaty rights. Includes all cost of initial collection and updating townships regardless of the status of the land (including Indian Trust lands) or the funding source.

Counting Accomplishments: Only annual accomplishments, not cumulative are reported. Accomplishments will be recorded on a township basis. Townships may not be counted more than once during a fiscal year. This workload measure will be reported only after the townships are collected or updated, GIS validated, and submitted or made available for posting on the Internet. For townships that cannot be posted on the Internet due to Indian Trust issues, the townships may be reported if the survey information has been GIS validated, and is made accessible to the stakeholders.

Comment Field: In the comment field for J6, report the number of townships submitted for posting on the Internet during the fiscal year: 1) # with Indian Trust land; 2) # updated; 3) # collected. Report accomplishments for items 1 - 3 in the comment field annually (not quarterly) after the end of the fiscal year.

Special Interest Project Codes: For all funds provided through Central Funding, code expenses to GCDB. Do not use GCDB when coding costs if funds other than Central Funding are used. For National Spatial Data Standard (NSDS), Western Governors' Cadastral Project (WCAD). Indian Trust Activities and Programs (TRST) for all units of output in the MIS. Note, when entering workload measures into the MIS, if two project codes are in conflict including TRST, use TRST.

Output: Number of Townships Collected or Updated	Unit of Measure: Number of townships Collected or Updated.
Inputs: Labor, miscellaneous. Overhead and indirect expenses.	Cost Drivers: Minimize costs of litigation resulting from boundary disputes, and minimize loss of income related to land use and land lease issues on Federal and Tribal lands.

System Interfaces:

DOI Program Area Contact: Don Buhler (BLM)

DOI Work Activity J7: Collect, Manage and Distribute Data to Inform Decisions on Managing Risks from Natural Hazards

Program Area:	Knowledge Advancement
End Outcome Goal:	SEO 1 – Protect Lives, Resources and Property
Intermediate Outcome Strategy:	SIO 1.3 – Provide Information to Assist Communities in Managing Risks from Natural Hazards
DOI Sub process:	1a - Collect data (conduct inventories, surveys, monitoring)

Examples/Notes:

Work Activity Description: Activities that involve field or laboratory measurements or observations, the evaluation of particular conditions over a period of time, the integration of basic data to produce specific products, and maintenance/management of data collections/data sets that support preparation for and mitigation of hazards, and managing risk from hazards. Examples of work to be coded to this activity include the following:

- Geophysical sampling
- Lab analysis of samples
- Data integration/processing
- Earthquake sensors
- Maintenance/management of metadata
- Creation/maintenance of data websites and catalogs
- Creation and maintenance of partnerships that foster data collection/management

Code to this activity any long-term data collection efforts that do not support specific natural hazards research or risk assessment projects. Data collection to support research projects is coded to DOI activity **Conduct Research to Inform Decisions on Managing Risk from Natural Hazards (N7)**. Data collection supporting risk assessment projects is coded to DOI Activity **Conduct Assessments to Inform Decision on Managing Risk from Natural Hazards (N8)**. Data collection for technical assistance is coded to DOI Activity **Provide Technical Assistance to Inform Decisions on Managing Risk from Natural Hazards (Z3)**. Data management for all natural hazards projects is coded here.

Output: Cumulative GB assessable (prior years + current)	Unit of Measure: Number of cumulative GB assessable
Inputs:	Cost Drivers:

System Interfaces:

DOI Program Area Contact: Charlene Hall Raphael (USGS)

DOI Work Activity N7: Conduct Research to Inform Decisions on Managing Risk from Natural Hazards

Program Area:	Knowledge Advancement
End Outcome Goal:	SEO 1 – Protect Lives, Resources and Property
Intermediate Outcome Strategy:	SIO 1.3 – Provide Information to Assist Communities in Managing Risks from Natural Hazards
DOI Sub process:	1b - Create information from data (perform analysis)

Examples/Notes:

Work Activity Description: Studies that advance the understanding of scientific principles or processes, or develop new methodologies that support managing risk from natural hazards. Activities may include data collection supporting research or development of a research product, analysis, modeling, synthesis of data, interpretation, management of the research, development of protocols and research methodologies, and development of research products (maps, reports, models). Includes needs and requirements gathering-type workshops, but excludes technical transfer/technical assistance-type workshops and training.

Output: Systematic Analysis & Investigation delivered to customers (i.e. journal articles, scientific publications, protocols, methodologies)	Unit of Measure: Number of systematic analysis/ investigations delivered
Inputs: FTE and operating expenses, results of natural hazard assessments	Cost Drivers: Requirements to improve hazard assessments and hazard notification products

System Interfaces:

DOI Program Area Contact: Charlene Hall Raphael (USGS)

DOI Work Activity N8: Conduct Assessments to Inform Decisions on Managing Risk from Natural Hazards

Program Area:	Knowledge Advancement
End Outcome Goal:	SEO 1 – Protect Lives, Resources and Property
Intermediate Outcome Strategy:	SIO 1.3 – Provide Information to Assist Communities in Managing Risks from Natural Hazards
DOI Sub process:	1b - Create information from data (perform analysis)

Examples/Notes:

Work Activity Description: Investigations that evaluate the distribution, status, condition, or other relevant aspects of a particular hazard may be conducted on a geographic basis. Investigations that evaluate the health and/or safety risks to communities and to visitors on DOI managed or influenced lands from natural and man-made hazards nationwide. Activities may include data collection, inventory, monitoring, analysis, management, interpretation, evaluation, and synthesis of data.

Output: Scientific Assessments delivered (risk assessments, shake maps, probability reports)	Unit of Measure: number of scientific assessments delivered
Inputs:	Cost Drivers:

System Interfaces:

DOI Program Area Contact: Charlene Hall Raphael (USGS)

DOI Work Activity T0: Conduct Patrol Enforcement Activities

Program Area:	Law Enforcement
End Outcome Goal:	SEO 1 – Protect Lives, Resources and Property
Intermediate Outcome Strategy:	SIO 1.2 - Improve Public Safety and Security and Protect Public Resources from Damage
DOI Sub process:	3b. - Provide direct community service

Examples/Notes: Patrol and Enforcement Activities – Only those patrol activities which are not attributable to a specific program area are to be coded here

Work Activity Description: The purpose of conducting patrol and enforcement activities is to prevent, deter, and apprehend those involved in unlawful activity. These activities provide a safe environment for visitors, residents, and employees and protect natural resources, critical infrastructure, and other facilities within the Department's responsibilities. Patrol and enforcement activities include:

- Conduct general patrol
- Document incidents
- Issue warnings and citations
- Prepare reports and make arrests
- Testify in court
- Conduct checkpoints, respond to alarms
- Perform surveillance
- Perform traffic enforcement /control
- Monitor hunting, fishing, trapping activities
- Conduct preliminary investigations (collect evidence, protect crime scenes)
- Conduct interviews
- Obtain/execute warrants
- Coordinate with other Bureau programs
- Conduct crime prevention activities, community oriented policing
- Conduct and receive training (international, national, local) related to patrol the function
- Provide timely and effective response to the public in accident investigation, crimes in progress, etc.
- Coordinate with federal, tribal, state, and local jurisdictions

Output: Incidents reported	Unit of Measure: Number of natural resources, health, and safety incidents identified and reported by individual officers.
Inputs: <ul style="list-style-type: none"> - # of complaints- - # of calls- - # of acres (patrol environment)- - # visitors- - # of residents- - # of violations detected- - Available \$'s - Available FTE's 	Cost Drivers: Violation rate, restrictions, laws and policies

System Interfaces:

DOI Program Area Contact: Kim Thorsen

DOI Work Activity T1: Conduct Non-Drug Investigative Activities

Program Area:	Law Enforcement
End Outcome Goal:	SEO 1 – Protect Lives, Resources and Property
Intermediate Outcome Strategy:	SIO 1.2 - Improve Public Safety and Security and Protect Public Resources from Damage
DOI Sub process:	3b - Provide direct community service

Examples/Notes: Only those non-drug investigative activities which are not attributable to a specific program area are to be coded here

Work Activity Description: The purpose of conducting non-drug enforcement investigative activities is to produce a factual report so appropriate authorities can determine a suitable course of action. Investigative activities include:

- Receive information on suspected violations, gather, analyze, and process evidence
- Pursue leads related to unlawful activity
- Conduct interviews, surveillance, undercover operations
- Prepare reports and affidavits
- Prepare and execute arrest and search warrants
- Prepare written investigative reports
- Grand jury: interviews, prepare/serve subpoenas, testify; coordinate with prosecutors prior to filing charges
- Purchase of evidence/payment of informants
- Forensics examination
- Internal affairs investigations
- Court activities
- Coordinate with other Bureau programs
- Coordinate with federal, tribal, state, and local jurisdictions
- Develop, improve, and demonstrate new technologies to enhance investigative methods
- Utilize intelligence to target investigations
- Conduct and receive training related to investigation functions (international, national and local)
- Conduct program compliance reviews

Output: Cases cleared	Unit of Measure: Number of cases cleared
Inputs: - Suspected violations of laws, regulations, policies, and procedures - Available \$'s and FTE's	Cost Drivers: Number of violations of laws, policies, and regulations

System Interfaces:

DOI Program Area Contact: Kim Thorsen

DOI Work Activity T3: Conduct Emergency Response Activities

Program Area:	Law Enforcement
End Outcome Goal:	SEO 1 – Protect Lives, Resources and Property
Intermediate Outcome Strategy:	SIO 1.2 - Improve Public Safety and Security and Protect Public Resources from Damage
DOI Sub process:	3b - Provide direct community services

Examples/Notes:

Work Activity Description: Emergency Response Activities – Emergency response is narrowly defined as those activities that are unplanned and non-recurring events that are beyond the capability and resources normally planned for. Emergency response activities include:

- Search and rescue/recovery
- Emergency management services
- Special event teams
- Critical Incident Stress Management
- Overhead/incident
- Management teams
- Hostage negotiations

Output: Resolution of incidents	Unit of Measure: - Number of incidents resolved
Inputs: - # of incidents - Available \$ - Available FTE	Cost Drivers: Number of emergencies

System Interfaces:

DOI Program Area Contact: Kim Thorsen

DOI Work Activity T4: Conduct Security Activities

Program Area:	Law Enforcement
End Outcome Goal:	SEO 1 – Protect Lives, Resources and Property
Intermediate Outcome Strategy:	SIO 1.2 - Improve Public Safety and Security and Protect Public Resources from Damage
DOI Sub process:	3b - Provide direct community services

Examples/Notes:

Work Activity Description: Security Activities – These activities provide an increased level of security and protection to people, symbols, resources, and infrastructure and assets under the department’s trust so that they are safe from harm or damage. Security activities include:

- Vulnerability assessments, threat assessments
- VIP protection, Anti- and Counter-terrorism
- Weapons of mass destruction (detection, training, and responding to)
- Details to other agencies (FAM, Olympics)
- Physical security measures
- Personnel security
- Border security
- Liaison work related to security activities
- Cross-deputation related to security activities
- Security detail
- FBI Joint terrorism task forces
- US Attorney terrorism task forces
- Responding to heightened threat levels

Output: Vulnerability assessments	Unit of Measure: Number of vulnerability assessments
Inputs: Number of requests for assistance· - directed response	Cost Drivers: - Directed assistance· - Number and complexity of facilities

System Interfaces:

DOI Program Area Contact: Kim Thorsen

DOI Work Activity T5: Conduct Detention and Corrections Facility Activities

Program Area:	Law Enforcement
End Outcome Goal:	SEO 1 – Protect Lives, Resources and Property
Intermediate Outcome Strategy:	SIO.1.2 - Improve Public Safety and Security and Protect Public Resources from Damage
DOI Sub process:	3b - Provide direct community services

Examples/Notes:

Work Activity Description: Detention and Corrections Facility Activities – These activities provide a safe, clean, humane environment for incarcerated individuals. Detention and corrections facility activities include:

- Bookings/releases of individuals to/from facilities
- Transporting detainees to/from facility
- Establish, coordinate, and monitor inmate activities
- Conduct screening (medical and mental)- perform inmate welfare checks including extra monitoring and mental health evaluations for suicide prone inmates
- Conduct reintegration into community activities through IHS/mental health programs
- Adult based education (GED) and vocational training- coordinate, manage, and monitor visiting time
- Provide inmate meals

Output: An incarcerated individual	Unit of Measure: Number of inmate days
Inputs: Number of bookings- - Number of detentions- - Number of commitments	Cost Drivers: Number of inmates

System Interfaces:

DOI Program Area Contact: Kim Thorsen

DOI Work Activity T6: Conduct Drug Enforcement Activities

Program Area:	Law Enforcement
End Outcome Goal:	SEO 1 – Protect Lives, Resources and Property
Intermediate Outcome Strategy:	SIO 1.2 - Improve Public Safety and Security and Protect Public Resources from Damage
DOI Sub process:	3b - Provide direct community services

Examples/Notes:

Work Activity Description: Drug enforcement activities include marijuana cultivation, methamphetamine production and cross-border smuggling, all causing the destruction of natural resources and increasing the risk to safety of public employees. Such activities should be primarily drug related and/or of such significance that it is the primary reason for the activity. Other enforcement activities, where drugs are of secondary significance (e.g. traffic stop for moving violations nets a simple possession charge for marijuana) should be considered a patrol activity. Drug interdiction activities include:

- Detect and eradicate marijuana on public and tribal lands
- Detect and investigate methamphetamine labs and dumpsites on public and tribal lands
- Conduct investigations into drug trafficking organizations
- Interdict drugs being smuggled into the US across public and tribal lands and conduct investigations
- Investigate domestic narcotic trafficking
- Coordinate with other federal, state, tribal, and local jurisdictions
- Maintain database records for all drug activities
- Monitor environmental damage - Utilize existing intelligence capabilities
- Coordinate with the Office of National Drug Control Policy
- Coordinate with all applicable High Intensity Drug Trafficking Areas
- Utilize active military support, National Guard, and Civil Air Patrol

Output: Seizure incidents	Unit of Measure: Number of seizure incidents
Inputs: - Number of marijuana plants- Number of methamphetamine labs – Number of methamphetamine dumpsites - pounds of processed marijuana	Cost Drivers: - Drug trade- Number of drug interdictions

System Interfaces:

DOI Program Area Contact: Kim Thorsen

DOI Work Activity Z3: Provide Technical Assistance to Inform Decisions on Managing Risk from Natural Hazards

Program Area:	Knowledge Advancement
End Outcome Goal:	SEO 1 – Protect Lives, Resources and Property
Intermediate Outcome Strategy:	SIO 1.3 - Provide Information to Assist Communities in Managing Risks from Natural Hazards
DOI Sub process:	3c - Provide technical assistance (includes grants)

Examples/Notes: Technical assistance projects such as customized application systems and computer modeling; technical training; and technical transfer activities such as workshops, seminars and individualized assistance offered to aid customers in solving problems as it supports the advancement of knowledge through science for hazards.

Work Activity Description: Technical assistance, technical support, technical training, technology transfer, or technical studies is provided to land managers and other customers to solve a variety of environmental problems. These activities enhance resource management and policy development. Specific activities and technical assistance projects include but are not limited to:

- Design and systematic collection of environmental or geologic/seismographic data;
- Analytical support;
- Data synthesis;
- Adaptive management techniques;
- Partnerships

Output: Technical Assistance provided (instances, issues, or events)	Unit of Measure: Number of instances, issues, or events of technical assistance provided
Inputs:	Cost Drivers:

System Interfaces:

DOI Program Area Contact: Charlene Hall Raphael (USGS)

DOI Work Activity Z4: Provide Community Assistance

Program Area:	Wildland Fire Management
End Outcome Goal:	SEO 1 – Protect Lives, Resources and Property
Intermediate Outcome Strategy:	SIO 1.1 - Improved Fire Management
DOI Sub process:	3c - Provide technical assistance (includes grants)

Examples/Notes:

Work Activity Description: Community assistance and outreach build or enhance a community's capacity for responding to wildfires. The activities include outreach programs (e.g. wildland fire prevention and education, training, and/or community action programs within the preparedness and fuels management programs) and grants to rural communities.

Rural Fire Assistance is provided to communities in the form of a grant or award within the rural fire assistance program.

Output: Communities assisted	Unit of Measure: Number of communities assisted
Inputs:	Cost Drivers:

System Interfaces:

DOI Program Area Contact: Scott Dalzell (OS/OWFC)